



VIRGINIA UNION
UNIVERSITY
OFFICE OF THE PRESIDENT

March 20, 2020

Dear Panther Family,

I am filled with pride as I observe your resilience in the midst of the COVID-19 (coronavirus) pandemic crisis. During the past week, I met with VUU's Emergency Management Response (EMR) team, Executive Leaders, and all leaders of university professional and student associations. This letter is to share strategic next steps the university will take to ensure the safety of all university employees and our students.

COVID-19 Update

As of Friday, March 20, the Virginia Department of Health reports 114 confirmed cases. We continue to follow recommended guidelines from the **Centers for Disease Control, Virginia Department of Health, Virginia Department of Education and the Office of Occupational Safety and Health Administration (OSHA)**.

Environmental Safety

VUU has increased its cleaning and disinfectant protocols to meet the guidelines set by the CDC and Department of Health. Facility employees are equipped with the proper protective clothing and masks. They are ensuring healthy work, living and learning spaces are maintained throughout the campus.

VUU Information Center and Medical Assistance

An information center has been activated to assist you with questions regarding VUU's response to coronavirus. The number is 804-257-5673 during the hours of

10:00 am – 8:00 pm. You can also visit our website at www.vuu.edu and your social media accounts (IG, FB, Twitter) for updated information.

VUU has partnered with the Capital Area Health Network which operates the Henderson Health Services Clinic on campus. If you are not feeling well, please contact them immediately at 804-780-0840 or cahealthnet.org.

VUU Counseling Services are available for students who are feeling overwhelmed, anxiety, or depression. Contact the office at counseling@vuu.edu.

Self-Reporting and Information Sharing

The university is continuing its partnership with SGA, Faculty Senate and the Staff Association to ensure that all of our decisions are informed by all members of the Panther family. Please click on **Update MyVUU** to complete and submit the feedback form that fits your needs. This will help us to finalize plans for the remainder of the Spring 2020 semester. We ask that you submit your responses as soon as possible.

Virtual Class Instruction March 23 – April 10

Beginning Monday, March 23, all classroom instruction will be delivered through our virtual classrooms utilizing Microsoft TEAMS and MyVUU. **You must monitor your vuu.edu email address to receive information about meeting times and which portal to use.** There will be no face-to-face instruction in any physical classroom on campus through at least April 10. Please note, virtual instruction will be the only teaching modality for summer school.

Workforce Development and Experiential Learning

Students with lab credits or internships:

Lab course for students who receive virtual instruction – VUU is securing an online assessment tool which will allow students to complete lab assignments and log their work.

Internships for students who receive virtual instruction - VUU will assist students with the search for a new internship in their hometown or virtually.

Students with work study and workforce development assignments will be extended telework opportunities through the appropriate offices in alignment with

university policies. Students will be contacted directly by the offices of Financial Aid and Workforce Development.

Student Refunds

At this time, student refunds will be processed only for undergraduate and graduate students who have paid all tuition and fees and have student account credit balances as a result of federal or private student aid. The university is developing a strategy on prorating room and board charges for the spring semester. All undergraduate and graduate students eligible for refunds will receive a secure communication from Financial Aid to provide electronic transfer information.

L. Douglas Wilder Library

The library will be open for students, faculty, and staff ONLY. The library will be open from 8:00 a.m. – 10:00 p.m., Monday – Thursday; 8:30 a.m. – 8:00 p.m. on Friday, and 8:00 a.m. – 4:00 p.m. on Saturday. Please be prepared to show identification.

Housing

We are aware that students have different situations regarding their housing status. Students have a vast range of requests from staying on campus to securing their belongings. Please click on **Update MyVUU** to indicate your housing preference. We are working to address the responses and will notify you after your submission has been reviewed. This process will be implemented to maintain the safety and well-being of our campus family.

Dining

The Dining Hall will serve all meals to-go. It will operate on a brunch and dinner schedule. Brunch is 10:30 a.m. - 1:00 p.m. Dinner is served 4:00 p.m. - 6:00 p.m. Acceptable forms of payment include credit or debit cards, and student ID cards.

Spiritual Care

In lieu of our weekly chapel service, VUU will launch a prayer call for every Thursday at 11:00 a.m. It is open to everyone by calling 804-521-9510; access code 166008.

Telework/Flex Scheduling for employees

On March 23, employees will have the opportunity to apply for telework or flex scheduling. The Vice President of each Division will be responsible for implementing the new university policy.

Please note the following updated University event postponements

Our reaccreditation visit by the Southern Association of Colleges and Schools Commission on Colleges (**SACSCOC**) has been postponed.

The Legacy Awards Gala has been rescheduled for June 11 and will be held at The Shed at Main Street Station.

All 2020 Commencement exercises are postponed.

I thank you for your collaboration and excellence as we implement our emergency response and business continuity plans. Your compassion, acts of kindness towards others, and tenacity in finding solutions to this crisis is a sign that our majestic light still shines bright.

With Panther Pride,

A handwritten signature in black ink, appearing to read 'H. Lucas', with a large, sweeping flourish extending to the right.

Hakim J. Lucas, Ph.D.
President & CEO